



## HISTORIC PRESERVATION COMMISSION

Marc Elrich  
County Executive

Robert Sutton  
Chairman

Date: June 18, 2024

### MEMORANDUM

TO: Rabbiah Sabbakhan  
Department of Permitting Services

FROM: Chris Berger  
Historic Preservation Section  
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit #1068796 - Fence Installation

---

The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached application for a Historic Area Work Permit (HAWP). This application was **approved with two conditions** at the June 12, 2024, HPC meeting:

1. The fence shall be a 4-foot tall solid board fence with 2 feet of the lattice on top from the original rear wall plane to the front wall plane, a distance of 28 feet. The fence may be a 6-foot tall solid board fence from the rear property corner to the original rear wall plane. The approved fence must confirm to what is shown in Figure 6 of the staff report.
2. Any trees with a 6-inch diameter at breast height or larger to be removed to accommodate the fence installation require a separate HAWP.

The HPC staff has reviewed and stamped the attached construction drawings.

THE BUILDING PERMIT FOR THIS PROJECT SHALL BE ISSUED CONDITIONAL UPON ADHERENCE TO THE ABOVE APPROVED HAWP CONDITIONS AND MAY REQUIRE APPROVAL BY DPS OR ANOTHER LOCAL OFFICE BEFORE WORK CAN BEGIN.

Applicant: Jacqueline and Rich Renz  
Address: 3705 Underwood Street, Chevy Chase

This HAWP approval is subject to the general condition that the applicant will obtain all other applicable Montgomery County or local government agency permits. After the issuance of these permits, the applicant must contact this Historic Preservation Office if any changes to the approved plan are made. Once work is complete the applicant will contact Chris Berger at 301-495-4571 or [chris.berger@montgomeryplanning.org](mailto:chris.berger@montgomeryplanning.org) to schedule a follow-up site visit.





APPLICATION FOR HISTORIC AREA WORK PERMIT HISTORIC PRESERVATION COMMISSION 301.563.3400

FOR STAFF ONLY: HAWP# 1068796 DATE ASSIGNED

APPLICANT:

Name: Jacqueline & Rich Renz Address: 3705 Underwood Street Daytime Phone: 440-391-2650

E-mail: jackcoussan@yahoo.com City: Chevy Chase Zip: 20815 Tax Account No.: 00527510

AGENT/CONTACT (if applicable):

Name: Valerie, Capital Fence, Inc. Address: 18000 Cattail Road, P.O. Box 74

E-mail: info@capitalfence.net City: Poolesville Zip: 20837 Contractor Registration No.: 50609

APPROVED Montgomery County Historic Preservation Commission [Signature]

400

MIHP # of Historic Property Historic District? X Yes/District Name No/Individual Site Name and Trust/Environmental Easement on the Property? If YES, include a notation from the Easement Holder supporting this application.

Are other Planning and/or Hearing Examiner Approvals /Reviews Required as part of this Application? (Conditional Use, Variance, Record Plat, etc.?) If YES, include information on these reviews as

REVIEWED By Chris Berger at 1:54 pm, Jun 18, 2024

Building Number: 3705 Street: Underwood Street Town/City: Chevy Chase Nearest Cross Street: Thornapple Place Lot: 11 Block: 3 Subdivision: 0040 Parcel:

TYPE OF WORK PROPOSED: See the checklist on Page 4 to verify that all supporting items for proposed work are submitted with this application. Incomplete Applications will not be accepted for review. Check all that apply:

- New Construction Addition Demolition Grading/Excavation Deck/Porch Fence Hardscape/Landscape Roof Shed/Garage/Accessory Structure Solar Tree removal/planting Window/Door Other:

I hereby certify that I have the authority to make the foregoing application, that the application is correct and accurate and that the construction will comply with plans reviewed and approved by all necessary agencies and hereby acknowledge and accept this to be a condition for the issuance of this permit. Valerie Bupp, Capital Fence, Inc. 5/2/24

Signature of owner or authorized agent

Date

**HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFYING**  
[Owner, Owner's Agent, Adjacent and Confronting Property Owners]

**Owner's mailing address**  
Jacqueline and Rich Renz  
3705 Underwood Street  
Chevy Chase, MD 20815

**Owner's Agent's mailing address**  
Capital Fence, Inc.  
P.O. Box 74  
Poolesville, MD 20837

**Adjacent and confronting Property Owners mailing addresses**

Jason and Jill Larrabee  
3707 Underwood Street  
Chevy Chase, MD 20815

Joseph and Jenna Harar  
3703 Underwood Street  
Chevy Chase, MD 20815

Kevin Bromberg and Janet Robins  
3720 Williams Lane  
Chevy Chase, MD 20815

APPROVED

Montgomery County

Historic Preservation Commission



**REVIEWED**

By Chris Berger at 1:54 pm, Jun 18, 2024

Description of Property: Please describe the building and surrounding environment. Include information on significant structures, landscape features, or other significant features of the property:

6,250 square feet with house on property

Description of Work Proposed: Please give an overview of the work to be undertaken:

Furnish and install 94 linear feet of 6 feet high cedar solid board fence. Fence to be installed on right side of property, 2 inches inside of property line

APPROVED

Montgomery County

Historic Preservation Commission



**REVIEWED**

By Chris Berger at 1:54 pm, Jun 18, 2024

Work Item 1: Fence

Description of Current Condition:  
No existing fence on right side

Proposed Work:  
Install fence on right side of property starting at front corner of house going to rear property line.

Work Item 2: \_\_\_\_\_

Description of Current Condition:

Proposed Work:

Work Item 3: \_\_\_\_\_

APPROVED

Montgomery County

Historic Preservation Commission



Proposed Work:

**REVIEWED**

By Chris Berger at 1:54 pm, Jun 18, 2024

## HISTORIC AREA WORK PERMIT CHECKLIST OF APPLICATION REQUIREMENTS

	Required Attachments						
Proposed Work	I. Written Description	2. Site Plan	3. Plans/Elevations	4. Material Specifications	5. Photographs	6. Tree Survey	7. Property Owner Addresses
New Construction	*	*	*	*	*	*	*
Additions/Alterations	*	*	*	*	*	*	*
Demolition	*	*	*		*		*
Deck/Porch	*	*	*	*	*	*	*
Fence/Wall	*	*	*	*	*	*	*
Driveway/Parking Area	*	*		*	*	*	*
Grading/Excavation/Landscaping	*	*		*	*	*	*
Tree Removal	*	*		*	*	*	*
Siding/ Roof Changes	*	*	*	*	*		*
Window/ Door Changes	*	*	*	*	*		*
Masonry Repair/ Repoint	*	*	*	*	*		*
Signs	*	*	*	*	*		*

APPROVED

Montgomery County  
Historic Preservation Commission

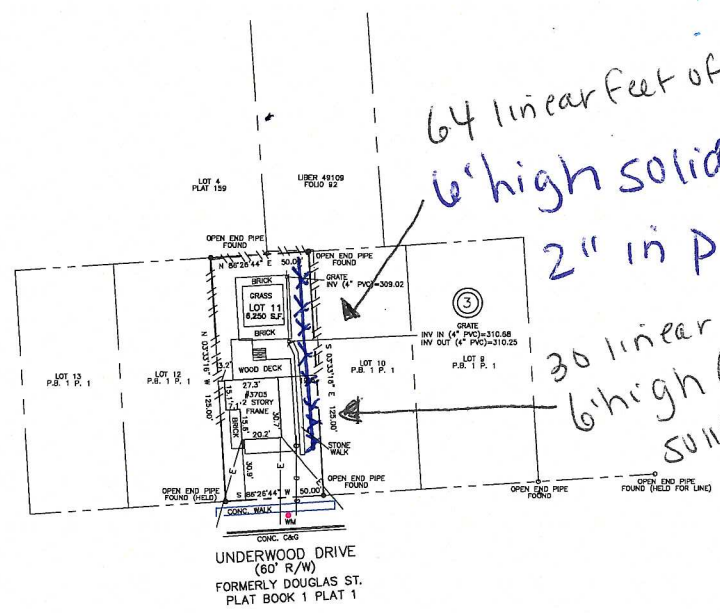


**REVIEWED**

*By Chris Berger at 1:54 pm, Jun 18, 2024*

**SYMBOL LEGEND**

□	UTILITY POLE
⊗	1/2" WATER METER
○	TRIE
⊙	SEWER MANHOLE
—	BRICK LINE
—	CONCRETE WIPES
⊙	2" GAS LINE
⊙	WOOD FENCE
⊙	NO PLASTIC FENCE
⊙	1" LIGHT POLE
—	0" GAS LINE
—	1" WIRE FENCE
⊙	1" WIRE MOUNT



64 linear feet of  
6' high solid board fence  
2" in property line

30 linear feet of  
6' high (4'+2' lattice)  
solid board with lattice fence  
2" in property line

**REVIEWED**  
By Chris Berger at 1:59 pm, Jun 18, 2024

APPROVED  
Montgomery County  
Historic Preservation Commission

*Robert A. [Signature]*

2. UNDERGROUND UTILITIES ARE APPROXIMATE AND BASED FROM VISUAL OBSERVATION AND OR AVAILABLE RECORDS. CONTRACTOR SHOULD VERIFY LOCATION BEFORE CONSTRUCTION.

EXISTING CONDITIONS SURVEY DRAWING  
LOT 11, BLOCK 3  
AS SHOWN ON A PLAT ENTITLED  
JOHN FRANK ELLIS'  
SUBDIVISION OF  
OTTERBOURNE  
BEING A PART OF A TRACT OF LAND  
CALLED "NO GAIN" IN  
MONTGOMERY COUNTY, MARYLAND  
PLAT BOOK 1 PLAT 1  
FEBRUARY, 2024 SCALE: 1"=30'

GOODE SURVEYS, LLC  
LAND SURVEYORS  
P.O. BOX 839  
DAMASCUS, MARYLAND 20872  
PHONE: (301) 358-3700  
FAX: (301) 358-3703  
JOB NO. 1244

**From:** [info@capitalfence.net](mailto:info@capitalfence.net)  
**To:** [Berger, Chris](#); [Luke Olson](#); ["Jack Coussan"](#); ["Rich Renz"](#)  
**Subject:** Re: 3705 Underwood Street, Chevy Chase HAWP #1064284  
**Date:** Tuesday, June 18, 2024 1:01:59 PM  
**Attachments:** [Outlook-yx3sjiz.png](#)  
[Outlook-0bvozcir.png](#)  
[3705 Underwood Street Drawing.pdf](#)

**[EXTERNAL EMAIL]** Exercise caution when opening attachments, clicking links, or responding.


Good Afternoon Chris,

Attached is the updated drawing/plan - there will be 64' of solid board fence (photo attached) and 30' of 4' high solid board fence with 2' high square lattice (photo below, not exact).



\*Similar to this picture except the fence boards are 1x6 inch to match the plain solid board fence and the caps are black vinyl to match the plain solid board fence as well.

Thank you!  
Valerie

Capital Fence  
Serving Montgomery County for over 30 Years  
p: 301-972-8400  
f: 301-407-0172  
[www.capitalfence.net](http://www.capitalfence.net) 



**REVIEWED**

By Chris Berger at 1:54 pm, Jun 18, 2024





APPROVED  
Montgomery County  
Historic Preservation Commission

*Robert H. Adams*

**REVIEWED**  
By Chris Berger at 1:58 pm, Jun 18, 2024



**REVIEWED**

*By Chris Berger at 1:58 pm, Jun 18, 2024*

APPROVED

Montgomery County

Historic Preservation Commission

